



*Better Home  
Management  
for  
Happiness*



## FOREWORD

Never in the 20 years of our service to women has there been such a definite interest as there is today in that part of home-making known as Home Management. Brides, young mothers, older homemakers reveal a greater interest in this subject than ever before. The war has changed their outlook.

Then, too, five million newly married women are starting to keep house. Millions of young wives of men home from service are trying to make their husbands' dreams of home come true. Too many of these young homemakers of today find that they are absolutely unprepared for their new career. They reveal that if the home manager does not feel adequate to her job she cannot be completely happy.

A successful home is a structure of happiness. It is built day by day from daily activities—with hands, heart and mind. It needs a constructive plan—a design—to become a place of peace, joy, and contentment.

We dedicate this little book to homemakers everywhere to help them to greater satisfaction and happiness.

*Betty Crocker*

HOME SERVICE DEPARTMENT

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## 50,000 WOMEN CAN'T BE WRONG!

Home Legion Members list Careful Home Management as a foundation stone for success in homemaking!



The art of gracious living develops through clever management of the affairs of the household and interests of the family group. Efficiency methods and skill in homemaking tasks, through saving time and work, open new vistas and opportunities for a fuller life.



A sense of capability inspires self-confidence and makes it possible for the home manager to work out a well ordered, peaceful household. It frees her energies and abilities for hospitality, good food, self improvement, hobbies, guiding children in work and play, enjoying husband and children, creating a happy atmosphere . . . all the arts which develop happy family relationships.



### INFORMATION PLEASE

*letters from homemakers express a great need*



"I need a better attitude toward my work. It seems so routine and tiresome." "It takes all my time to clean my apartment and wash. I love to cook, but when dinner-time comes around I'm too tired to fuss. I do everything the hard way . . . including washing and ironing every day to keep it from piling up." "I'm never done. Perhaps you can help me to find some time for something besides cooking and cleaning." "I need help in planning." "I need help in using my time to better advantage." "I need to know more efficient methods for each job."



### "IT CAN BE DONE!"

say Home Legion members with small children.



"I run my home and have time left for everything."



"I plan ahead."



"I put first things first."

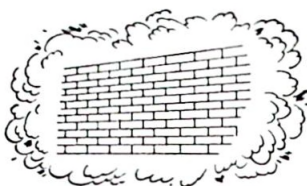
**THEY FOLLOW FUNDAMENTAL RULES**




# DO YOU HAVE THE RIGHT ATTITUDE TOWARD HOMEMAKING?

## A STORY

Three men were working beside the road piling bricks. A traveler came along and asked what they were doing. One of them said, "Oh, I'm laying bricks." Another said, "I'm making a wall." But the third, with an exalted look upon his face replied, "We are building a cathedral."



The analogy to this story can be found in many a home in our land where women are busy from morning 'til night washing dishes, scrubbing kitchen floors, mending clothes, washing sand out of vegetables, peeling potatoes, and getting the children off to school. When anyone asks what they are doing, perhaps some women show that their minds are on the routine and drudgery of these tasks. But others will reveal that they are exalted by the thought of the ultimate goal of all these tasks in **HOMEMAKING**.



### HOMEMAKERS CREED

Of The Home Legion

*I Believe*  
homemaking is a noble and challenging career.

*I Believe*  
homemaking is an art requiring many different skills.

*I Believe*  
homemaking requires the best of my efforts, my abilities, and my thinking.

*I Believe*  
home reflects the spirit of the homemaker.

*I Believe*  
home should be a place of peace, joy and contentment.

*I Believe*  
no task is too humble that contributes to the cleanliness, the order, the health, the well being of the household.


*I Believe*  
a homemaker must be true to the highest ideals of love, loyalty, service and religion.

*I Believe*  
home must be an influence for good in the neighborhood, the community, the country.

This is to certify that  
is a member of the Home Legion dedicated to Good Homemaking  
for a Better World.

General Mills, Inc.

*Betty Crocker*





## DO YOU HAVE A PLAN FOR YOUR TIME AND WORK?



♥ Map out a *general schedule* for every day in the week.

..... for example .....

1. Prepare and serve breakfast (Eat with the family. Inspect children before school, etc.).
2. After the family has left for school and business, take a little while for mental and spiritual refreshment . . . to read a bit of verse or anything that will uplift you and put you in a happy frame of mind. It will make the whole day go more smoothly. Then make final plans for the balance of the day's meals.
3. Wash breakfast dishes. Also, straighten up kitchen, check supplies, etc., and order fresh vegetables, milk, fruits, and any other necessary items for the day.
4. Begin any preparation for dinner that should be out of the way before afternoon.
5. Tidy up the house. (Make the beds, dust floors and furniture, clean bathroom, pick up anything out of place, and make rooms neat in general.)
6. Begin any special weekly task planned for the day (washing, ironing, baking, cleaning, straightening cupboards, etc.).
7. Prepare and serve lunch. (Eat with the family. Supervise children.)
8. Wash lunch dishes; or, if preferred, rinse and stack them.
9. Finish special weekly task planned for the day.
10. Period of rest, relaxation, recreation.
11. Prepare and serve dinner. (Eat with the family.)
12. Wash dinner dishes.
13. Evening for relaxation and recreation (possibly with part of the time an evening or two a week used for planning weekly menus, market lists, budgets, etc.).

*Plan one afternoon of leisure for yourself every week to do with as you want.*

♥ Set a certain day each week to include at least one of the *special tasks* that must be done *once a week*.

..... for example .....

- MONDAY: Use for general straightening-up. Change bed linens. Sort clothes for washing (put some to soak). Clean refrigerator; de-frost when necessary. Clean, sun and air bread, cake and cookie boxes. Clean cupboards, drawers, stove, etc. Mend clothes, linens, etc., while having some special baking in oven for early in week.
- TUESDAY: Wash clothes. Take in clothes; iron and fold some immediately. Sprinkle those requiring careful ironing.
- WEDNESDAY: Iron clothes . . . while having some special bread, cake, or cookies baking in oven. Fold, and put away clothes. Do any extra cleaning and pressing of clothes.
- THURSDAY: Clean part of house thoroughly.
- FRIDAY: Clean rest of house thoroughly. Do weekly marketing of staple groceries.
- SATURDAY: Do week-end baking.

## \*A Sample Work Calendar

(Write it out in pencil so that changes can be made easily. Post where you can refer to it quickly.)

| Daily        | Time Needed | Weekly     | Time Needed | Occasionally     | Time Needed |
|--------------|-------------|------------|-------------|------------------|-------------|
| Tidy House   | 1 hr.       | Meal Plan. | 45 min.     | Silver Polishing | 1 hr.       |
| Meal Prep.   | 2 hr.       | Marketing  | 1½ hr.      | Floor Waxing     | ½ hr.       |
| Dish-Washing | 1½ hr.      | Cleaning   | 3 hr.       | Clean Cupboards  | 1¼ hr.      |
| Bed-Making   | 20 min.     | Washing    | 2 hr.       | Etc.             |             |
| Etc.         |             | Ironing    | 3 hr.       |                  |             |
|              |             | Etc.       |             |                  |             |

\*Plans vary with size of house, number in family, conveniences, mode of living, habits of work, etc.

- ♥ Have your plan *adjustable* . . . to unavoidable interruptions (such as telephone calls, unexpected visitors, etc.) and to changing demands (a suddenly planned picnic, a plea to help with some community project) that will make life pleasanter and richer.
- ♥ *Never* let your plan push you to make you *feel rushed or nervous*.
- ♥ Rather let your plan *guide* you in simplifying certain tasks and eliminating others when necessary. A quick checking of your plan will show *first* what things *must be done* . . . *then* what *may be done* if there is time.

## “There Is Nothing Like A Systematic Plan,” Say Home Legion Members, “For Saving Time And Work And For Keeping The Household Machinery Running Smoothly.”



“Since I am not good at tricks, I save work and time by working on schedule. Every day in the week has its special task. On Monday, I mend garments. On Tuesday, I wash. Wednesday, I clean my stove and blinds and visit sick friends or neighbors. Thursday, I iron and go to the movies. And so on. I have plenty of time for everything now.”

“My troubles used to result from planning too much for one day. Now I plan less work . . . but work my plan.”



“To me a home without system is like an angel food cake without eggs. I have a definite plan for every day in the week and my home runs as smoothly as a clock.”

“I check dawdling and day-dreaming by setting the alarm clock to ring when a task should be finished. In this way I seldom get behind in my work.”



“Just as I had a plan book in my school room when teaching, I now have a work schedule for my housekeeping. But my schedule is elastic . . . to allow for emergencies and to meet any situation. I live to enjoy my home and do not become a slave to routine.”



## DO YOU HAVE A SYSTEM AND LOGICAL ORDER OF WORK?

- ♥ See that the order in which you do the different tasks is the natural and most time-saving order.
- ♥ Be sure that you are not back-tracking and repeating steps and efforts.

..... for example .....



When cleaning and dusting, keep a consistent line of march from the top to the bottom and from the front to the back of the house. End one job before doing the next.

Keep your dust cloth in your left hand or left apron pocket. Then while you're using the dust mop around the edge of the rug, you can bring your left hand to help you by wiping the sills and doors with the left hand instead of dropping the mop and having to go back and retrace your steps after you have finished the mopping.



When you put on the breakfast coffee and are waiting for the family to come to breakfast, get out ingredients for the cookies you are going to make. Then, after breakfast, go on with the mixing and baking of your cookies while you're in the kitchen washing dishes. You can wash your baking dishes with the breakfast dishes, check supplies, make up your grocery list, and clean up all your morning kitchen duties in one session. Steps as well as time are saved by not moving out of the kitchen. After this, you can go to the bedroom and do the work there as another part of operations.

## Home Legion Members Disclose Little Ways To Save Steps And Work:



"I pick up things that belong to another part of the house as I pass them . . . and carry them along to save an extra trip."

"When I am cleaning house, I place dust cloths, brushes, furniture polish and other cleaning supplies and equipment in a basket. This I carry from room to room. It keeps me from going here and there to gather up each thing as I need it."

"A stitch in time saves nine. I find that if I mend before I wash, rips and tears are kept from spreading."

"I keep an empty peach basket at the head of the basement stairs for all things cellar-bound. There is just one trip daily. And I make the trip count both ways by bringing something needed from the basement upstairs with me (a glass of jelly, fireplace wood, etc.)."



"I save countless steps by keeping a small towel over my left shoulder while working in the kitchen. Many guests have copied this habit of mine."

"I slip a clean worn sock of my husband's over one hand when sweeping. (The sock I wring out in furniture oil and dry before using.) When I see dust on the window sill or small objects, I use the hand with the sock mitten to wipe it off. It cuts cleaning time in half."

## DO YOU PLAN AHEAD . . . DOVETAIL DIFFERENT TASKS?

- ♥ Be continually on the alert for ways and means of doing a number of tasks at once . . . thereby cutting down on the total time of housework for the day.
- ♥ Prepare for tomorrow . . . today!

. . . . . for example . . . . .



When washing clothes, use time clothes are in washer to make starch, straighten up basement, string up clothesline, etc.



When ironing in the kitchen, start some cooking process that needs watching.

When using oven for preparing dinner, bake something extra (such as a loaf of quick bread) for next day's meals.



Cook enough of one food to use on two or three occasions (potatoes, vegetables, etc. to be served at more than one meal). Or cook one dish that can be made into another dish for a second dinner (roast meat for meat pies, hot meat sandwiches, etc.; cake for dessert with fruit or whipped cream; etc.).

Prepare extra foods in advance while cooking. Make desserts, gelatin salads, etc. ahead of time. Prepare casserole dishes, meat loaves, etc. all ready for last-minute baking. Make up cream sauce, salad dressing, chocolate sauce, etc. to have on hand.

## Home Legion Members Save Time By Dovetailing Work:



"I clean silver, crack walnuts, also bake something for dinner at the same time my bread is baking."

"I iron while supper is cooking."



"I dust dining-room and living-room while listening to the radio news . . . practice my piano lessons while cakes are baking."

"I prepare lunch boxes at night while dinner cooks. I make pastry for four pies at a time . . . and bake several things while oven is going."

"I sew while caring for neighbor's children evenings."



"While supper is cooking at night, I wash and crate the day's eggs."

"I can remember the points of the Dumbarton Oaks Peace Plan for having studied them while stirring pie filling on the stove."



## DO YOU CHECK UP ON YOUR METHODS?

- ♥ Be sure that you have the right tools for each job. Housework can be brisk and stimulating, or it can be dull, tiring and time-consuming. The more efficient the tools, the faster the work and the better the results.



..... for example .....

Knives that are sharp will quickly and easily slice refrigerator cookie doughs and fruit-and-nut breads without crumbling.



Rotary egg beaters that run smoothly will beat up a pancake or muffin batter in no time.



A clean duster or mop will pick up dust instantly; a soiled one is little better than none at all.

Vacuum cleaners and carpet sweepers lag on the job and fail to pick up dirt if they are already filled with dust and lint.

Self-wringing mops save time and energy. They make stooping over to wring out the mop unnecessary.

- ♥ Try to cut down on the time and method each task takes.

..... for example .....



In making coffee for your everyday meals, measure all the water at once. Have a mark on the coffee pot to show amount you use for your family. Measure coffee with one motion in the same way ... in a marked cup rather than by spoonfuls.

Save time, work and valuable minerals when cooking potatoes by "boiling in half-jackets"; that is, remove the peeling from only one side of each potato before boiling. When potatoes are done, the remaining peeling slips off easily.



Cooking utensils are easier to wash if put to soak as soon as emptied; *cold* water for milk, egg or cheese mixtures; *hot* water for sticky mixtures (syrup, frosting, candy); *hot soapsuds* for greasy mixtures.

Do messy tasks such as paring potatoes directly onto paper which may later be easily gathered up and disposed of.

- ♥ Remember that each household task has three parts: (1) The getting ready (2) The doing (3) The clearing away.

## **Are You Proceeding Correctly On Each Job?**

**As You Get Ready, ask yourself:**

Am I comfortably dressed for the job?

Is my work center well lighted?

?

Is there plenty of clear space for working?

Are the working heights comfortable?

Am I using the best supplies and tools for the job? Are they stored nearby?

Are all my tools and supplies assembled? Conveniently arranged for the job?

**As You Do The Job, ask yourself:**

Am I making any unnecessary motions?

Are the motions easy and natural?

?

Is any motion a strain?

Am I retracing any steps?

Am I standing up while I might be sitting down just as well?

**As You Clear Away, ask yourself:**

Can the equipment and supplies for the job be put away in one place . . . conveniently near?

Have I kept things for the job together while working . . . not scattered them?

?

Have I allowed things to become cluttered as I worked . . . or did I clean up as I went along?

Could the clearing away have been simplified by doing the work differently?

**. . . . . an example . . . . .**

### **Dishwashing With Dispatch**

#### **(1) The Getting Ready**



The work center for dishwashing is the sink. The rubber scraper, soap, dishcloth or dishmop, dishpan, drainer, and all the supplies needed for dishwashing should be right there. First, scrape and clear the dishes from the dining table. (Use a large tray to enable you to make one trip instead of many.) Then stack your dishes on the right-hand drain board in the order of washing: glasses nearest you, then silver, cups, etc. Prepare suds with good hot water and just enough soap to make a good suds. (The water should be too hot to leave your hands in it for any length of time.)

#### **(2) The Doing**



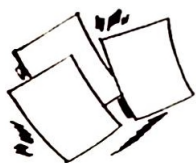
Wash the dishes . . . picking each up in left hand while washing . . . then placing it on the drainer at the left without changing from one hand to the other. Rinse with scalding hot water. Dry dishes. If washed dishes are carefully arranged in drainer before rinsing, only the glassware and silver need any wiping.

### (3) The Clearing Away

Put dishes away in cupboard conveniently located at left of sink. Wash out dishcloth and dish towels in clean hot soapsuds, rinse thoroughly, hang up to dry (in sunshine whenever possible). Put away dried dishpan and drainer in storage place near the sink. Scour sink. Wipe off counters.

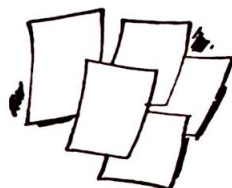
## PRACTICE MAKES PERFECT . . . IN MASTERING HOMEMAKING SKILLS

- ♥ Study one task at a time. Break it down into parts. Question every step.
- ♥ Watch an expert. Or take lessons in each task from someone who is a master and a good teacher (as you would if learning to ski or play golf). Read up-to-date articles by experts.



### To Help You Perfect Your Homemaking Skills

*We suggest you read the bulletins  
and booklets listed on page 26.*



- ♥ By repeated doing, practice until each task goes smoothly and easily.
- ♥ In this way, develop a technique in cooking, sewing, bed-making, ironing, etc.

## Home Legion Members Name Skills They Use In Their Homemaking

*. . . probably no other single profession requires as many . . .*

|             |                     |                      |
|-------------|---------------------|----------------------|
| cooking     | plastering          | nursing              |
| baking      | carpentry           | engineering          |
| marketing   | interior decorating | valeting             |
| sewing      | rug-making          | menu-planning        |
| dishwashing | quilt-making        | upholstering         |
| bed-making  | landscape gardening | embroidering         |
| cleaning    | bookkeeping         | economizing          |
| laundering  | secretarial work    | serving food         |
| painting    | teaching            | household management |
| papering    | hairdressing        | buying               |



## LOGICAL AND ORDERLY ARRANGEMENT SAVES BOTH TIME AND WORK

- ♥ Arrange cupboards scientifically . . . to reduce confusion and provide additional storage space.

. . . . . for example . . . . .

Keep on lower shelves, and forward, things used most often.

Keep on higher shelves, and backward, things used least often.

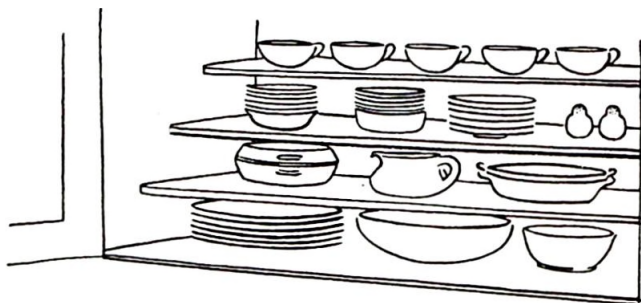
Keep bowls, pans, etc., separated . . . rather than piled one inside the other.

Have shelves of varying widths . . . some narrow (for small dishes, etc.) . . . some wide (for larger dishes, etc.). Have racks on doors (for knives, spice cans, extract bottles, etc.).

- ♥ If necessary, make simple alterations in your cupboards to include the new efficiency features.

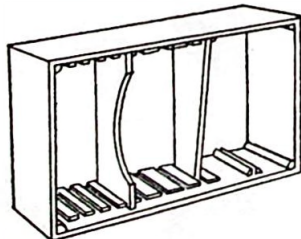
. . . . . for example . . . . .

If you have too few shelves with waste space between, remove the built-in shelves. Have *boards* of desired width for additional shelves cut just the right length to fit into the cupboard. Nail in little strips of wood or cleats to hold each board where you want a shelf; then set in the boards.

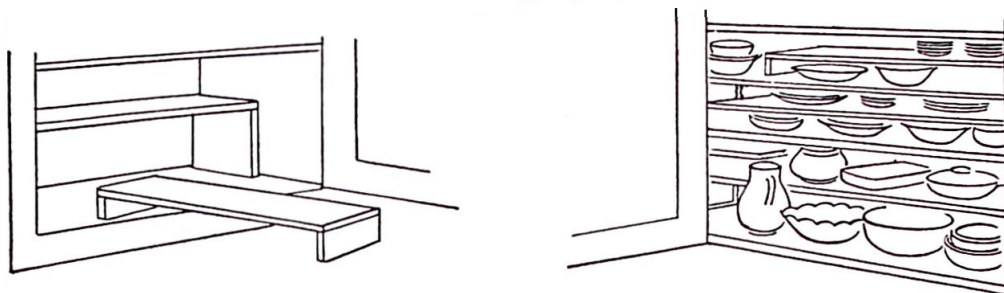


(Shelves of different widths to hold different types of dishes . . . 4-inch shelf for cups, glasses, etc. . . . 7- or 8-inch shelf for dessert and salad plates, etc.)

Install *upright partitions* for "files" directly between two shelves . . . or in a box-like structure to be placed between shelves. The partitions may be made of wood, cardboard, or sheet metal.

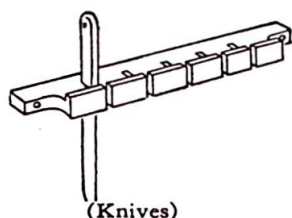


Make *step shelves* for additional storage space.

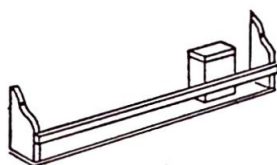


(Step shelves permit storage of bowls and odd dishes without stacking.)

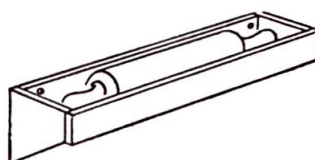
Add *racks* to cupboard doors for knives, spices, covers or pie pans, rolling pin or egg beater. Racks on doors require space within the cupboard when the cupboard doors are closed. Look for racks in housewares departments and ten-cent stores . . . or have them made.



(Knives)

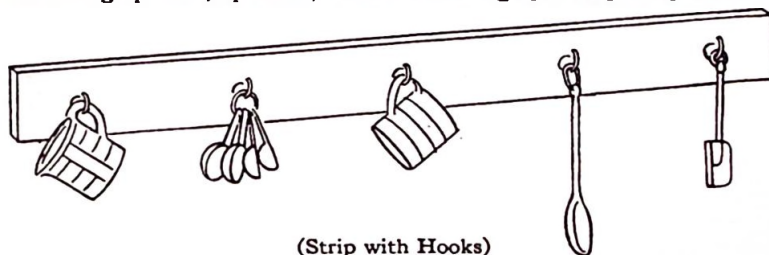


(Spices)



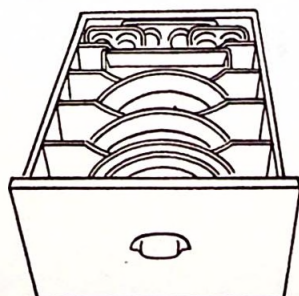
(Rolling Pin or Egg Beater)

Fasten a little strip of wood on the inside of the cupboard door with *hooks* on it to hold measuring spoons, spatula, wooden mixing spoon, pastry blender, etc.

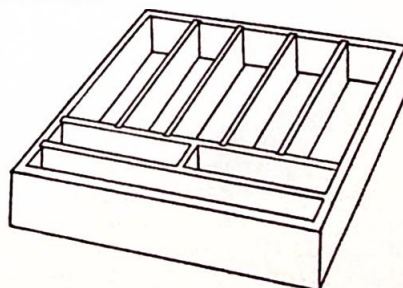


(Strip with Hooks)

Place "*dividers*" in both deep and shallow drawers to keep articles in order. Dividers may be of wood; or cardboard boxes will serve.



(A deep Drawer made into a File Box)



(Dividers for Cutlery Drawer)

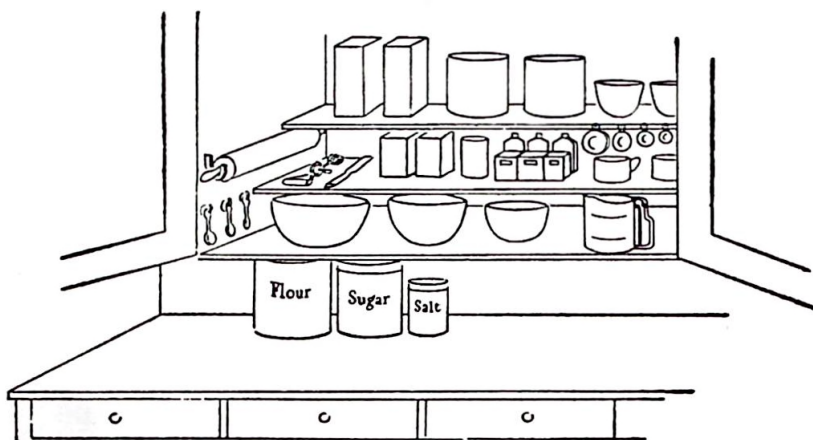
- ♥ Establish convenient work centers . . . grouping supplies and utensils with major equipment needed. This will make work flow in natural sequence. Steps and motions will be saved. The confusion of searching for tools and supplies will be avoided.

. . . . . for example . . . . .

### **Working Centers in Kitchen**

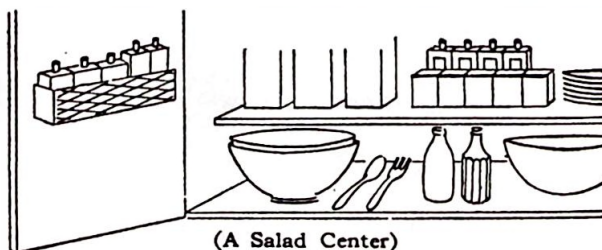
A *cleaning center* around the sink . . . with adjacent cupboard space for utensils and supplies for dishwashing and for cleaning vegetables,—dishpans, dish drainer, rubber plate scraper, waste container, soaps, scouring powders, dish towels, vegetable pans and brushes, paring knives, strainers, etc.

A *baking center* around a cupboard containing measuring spoons and cups, flour sifter, mixing bowls, rolling pin, molding board, cloth covers for board and rolling pin, pastry blender, spatula, mixing spoons, egg beater, baking pans, and recipes . . . as well as all the staple foods needed for baking—flour, sugar, salt, baking powder, soda, cream of tartar, spices, flavorings, etc.



(A Baking Center)

A *salad center* near the refrigerator with cupboard for salad herbs and seasonings, oil, vinegar, salad bowl, etc.—also counter for mixing—nearby.



(A Salad Center)

A *cooking-and-serving center* around the range . . . with enough space on or near it for cooking equipment—frying pans, saucepans, tea pot, coffee pot, heavy kettles, double boiler, covers, stirring spoons, forks, turners, etc.; salt, pepper, flour and seasonings used most frequently at the stove; also space to keep platters, vegetable dishes and other serving dishes warm.



## DO YOU PRACTICE THRIFT IN YOUR HOME?

- ♥ Remember that it isn't so much what you have as how you take care of what you have that counts.
- ♥ Prevent loss and waste of food at home.
- ♥ For ideas on buying and storing food, avoiding left-overs, etc., see the booklet, "Better Meal Planning for Happiness", by Betty Crocker.
- ♥ Produce and preserve what food you can.
- ♥ Carry on special family projects to interest all in conserving the country's resources and to make family money go further.



**PAPER:** The war caused a serious paper shortage. Use to advantage every bit of paper that comes into your home. Keep wrapping paper and sacks for many uses. Use backs of circular letters and insides of used envelopes for notes—grocery lists, etc. The children can collect paper, bale it, and take it to paper collection centers.



**FAT:** The fat shortage in the world makes it necessary to save all fat. Get some member of the family to assume responsibility for collecting meat drippings, melting down over low heat every scrap of fat from roasts, steaks and chops, and clarifying it by heating with slices of raw potato . . . then straining it. Use in general cooking. Take to the butcher for salvage what you don't need.



**TIN:** The shortage of tin makes it wise to save tin cans when they can be turned in at a collection center. Have some member of the family remove covers and flatten used tin cans . . . then turn in cans and covers for salvage.

- ♥ Conserve everything in your home by proper cleaning methods.

See Farmers' Bulletin 1834 "House Cleaning Management and Methods" (5c) . . . distributed by Department of Agriculture, Washington, D. C.

For *Varnished Surfaces or Those Painted with Flat Paint:* Wash gently with mild soap. Rinse with a cloth dampened with clear water . . . then immediately wipe dry. Rub up and down to keep surface from streaking.

For *Light Enamel or Glossy Woodwork:* Never use soap! Wash with clear hot water . . . or with water in which soda has been dissolved (1 tsp. soda to 1 gal. water). Avoid hard rubbing, strong soaps and strong cleaning solutions.

For *Wallpaper marked "Washable":* Clean by rubbing lightly with a sponge squeezed out of lukewarm water . . . washing from the floor up. For *Other Wallpaper:* Do not brush or touch with cloth (to do so streaks the paper). Clean by rubbing with ball of rubber-like wallpaper cleaner.

For *Linoleum Floors:* Keep waxed to preserve finish. Clean by washing with clear water. Wipe dry. Soap injures finish. Do not varnish.

Place *Cellophane Protectors* over electric light plates to protect surrounding wallpaper. Use *Protector Plates* for doors used frequently to save washing and repainting them.



- ♥ Take good care of your household equipment. Follow manufacturers' directions.

### A Few Reminders



Empty dirt bag in *vacuum cleaner* after every use. Don't let machine run over the cord . . . or pick up pins or tacks.

Turn off an *electric iron* whenever you leave the room. Never detach cord while current is on; instead, pull plug from outlet. Don't let cord get knotted, twisted or bent; hang it over two adjoining hooks.

Clean *brushes, brooms, mops* after each using. Hang up when not in use.



Don't overload *washing machine*. Load, run, oil according to manufacturer's directions. Distribute pressure evenly in *rubber wringers*.

Wash outside of *automatic refrigerator* with mild soap and water . . . inside unit with warm soda water. (Dirt, acids and stains affect the finish. Don't use abrasives on it.) Defrost and oil as manufacturer directs.



Wash outside of *ranges* with mild soap and water . . . oven and broiler with scouring powder and steel wool. Wipe spilled acids off porcelain surface immediately with dry cloth or paper. Let enamel cool before wiping with damp cloth.

- ♥ Save on fuel for cooking.

Use oven for several things at once. Do not keep opening oven door. Don't heat a whole kettle of water when you need only a small amount. Use pans with tight-fitting covers. Use flat-bottom pans the same size as heating unit. Don't scrub bottoms of pans until they shine. A dull surface absorbs most heat.

- ♥ Save on power for electric light.



Keep light bulbs, reflecting bowls and shades clean. Turn off lights not in use.

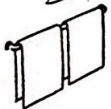
- ♥ Make clothing last.

Repair tears, holes, rips and worn spots at once. Learn to remove spots quickly and safely. Brush and hang in ventilated place after each wearing. Launder with mild soaps and minimum of rubbing. Protect clothing by using garment bags or shoulder covers.

### Home Legion Members Use Old-Time Tricks For Conservation And Economy



"When sheets wear out in the middle, I split them down the center and overcast the two selvage edges together and hem the torn edges. This practically doubles the life of a sheet."



"I use flour sacks for dish towels, sugar sacks for lettuce bags . . . old Turkish towels for cleaning silverware."

"I cut down father's shirts, pajamas and suits for my son."

"I rip and turn the collars on my husband's shirts when they are frayed. The shirts can be worn twice as long."



"Since dirt wears things out, I find it pays to clean things before they get too dirty."

## DO YOU DO FIRST THINGS FIRST?

- ♥ Discriminate between essentials and non-essentials.
- ♥ Decide which are the "must dos", the "may dos", and the "needn't dos" for the day . . . what will make for the greatest happiness and good of the family.
- ♥ Do most important things first.

. . . . . for example . . . . .

If there isn't time for waxing the floor and making your husband's favorite lemon pie for dinner, make the lemon pie.

### **"Putting First Things First Pays Big Dividends In The Happiness And Health Of The Household," Legion Members Find**



"I was blue until I decided that the most important thing for me was to do things I knew would please my husband. I leave undone unimportant work to have more time to improve my appearance. I cook dishes my husband likes best. I get someone to tend the store one day a week so that my husband and I can go out to dinner. What a difference."

"If there's a debate between a little occasional dust and a half hour outdoors with the children, the outing wins. My children are well and strong."



"When I have to decide between bric-a-brac or toys in the living room, I leave the toys for the time being. Before long, the children will have outgrown their toys, and I can have my pieces of fine china and glassware around to enjoy again."

"I have a friend who says she can always remember the walks in the woods with her mother. But she can't remember if the kitchen floor in her girlhood home was always scrubbed."

## DO YOU PROMOTE FAMILY UNITY?

- ♥ Call family councils at regular intervals to give each one a voice in discussing matters of family interest.
- ♥ Have a family bulletin board to keep family posted on important happenings.
- ♥ Seek the cooperation of all members of the family in planning the family budget and keeping account of expenses.
- ♥ Make it a point to have family discussions on world and community events.
- ♥ Plan recreation in which all members of the family can participate.
- ♥ Encourage individual members of the family to develop special interests.



## DO YOU ADJUST TO INCREASED RESPONSIBILITIES?

♥ As your family grows, re-arrange, simplify and eliminate processes where necessary to fit the new demands on your time.

. . . . . for example . . . . .

Prepare simpler meals. Avoid fancy dishes that take a lot of time and work.

Shop less frequently. Cut down on ironing. Wash dishes once or twice a day instead of three times.

Use easy-to-laundry table mats instead of large cloths. Plastic or parchment mats may be wiped off with a damp cloth and used repeatedly.

### Home Legion Members Meet The Challenge As Families Grow



"I was often tired and discouraged with the endless routine of caring for a baby. Many times I looked upon the housework and constant care of the baby as drudgery. I seemed never to be caught up and had no chance to read my beloved books. Then I decided to try out something. By getting up earlier in the morning, I was surprised at the amount of work I could get done while baby slept after his six o'clock feeding. Everything went much faster early in the morning. So when baby was ready for his next sleep my time was my own. I had time to enjoy the baby during his waking hours . . . and if I missed the extra sleep, I had a nap later."

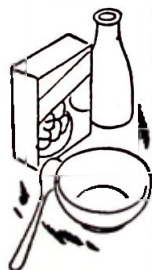


"I have gone over my house and eliminated all the things that do not add to comfort or convenience."

"Ironing I cut down to the bare minimum. All our pajamas and most of my housedresses are made of seersucker. Pillow cases and sheets I do not iron. Some things I iron directly from the line without dampening."

"In winter I keep baby dressed in jersey shirts and corduroy overalls. In summer I use crinkle crepe for her."

"I used to get worn out washing curtains. I have now made draw draperies for the front room and dining-room . . . these I send occasionally to the cleaner. In the kitchen, I use oilcloth curtains made like the draperies, and in the bathroom I have oiled chintz curtains that can be wiped off with a damp cloth. Now the only curtains I have to wash are those in the bedrooms. I'm using the extra time to read Shakespeare's plays this winter."



"I take advantage of every product on the market that saves time and produces good results . . . such as Bisquick, the ready-to-eat cereals, Gold Medal Flour and Softasilk, packaged soups put out by General Mills. All have helped me to feed my family well and still keep within my budget of both money and strength."

## ARE YOU AN EXECUTIVE IN YOUR HOME?

- ♥ Organize the family group so that each member contributes all he or she can to cover the home tasks. Let the family serve as an active committee to carry the responsibilities of homemaking.
- ♥ Assign to each member certain tasks and let him be responsible for carrying them out. Have family councils to plan what should be done, who will do it, and when, where and how. Then plan the recreation "together" that the extra time makes possible.
- ♥ Train even the youngest child to pick up his own clothes, magazines, etc.; then, as he grows older, to help mother gradually with other little jobs. The children really enjoy dusting lower parts of the furniture, etc., and feel important if they are praised. At the same time, they are receiving valuable home training.

### "Everyone Helps At Our House," Say Home Legion Members



"We always have a nightly pick-up before we go to bed. Mother, father, all the children enter into it . . . everything is neat in no time. An orderly house greets the family in the morning . . . making way for the jobs of the day."

"You would be surprised how much a six-year-old can do with praise and a little time. My Steve is six and he keeps the children's toys all picked up, helps feed and play with baby, and helps wipe the dishes."



"My three children bring up potatoes from the basement and pare them, sweep porches, scrub basement . . . help in so many ways. I'd feel lost without them."

"I feel that I am getting real help from the children and giving them valuable training at the same time by teaching them the beauty of cleanliness, good cooking, etc., and training them in the short-cuts which modern science makes available."

"I put wornout woolen socks on the children and let them slide on waxed floors to polish them."



"As my four daughters grew up, on Saturday mornings we used to choose rooms to clean. Usually the two older girls got the living and dining rooms. And my, how nice they learned to do those rooms! The littlest one got the bathroom. Any such arrangement sure helps even if mother has to finish the job. They will soon do it right and they take pride in the accomplished job."

"I have taught my boys to pick up by having a little honor system game. I have a small rack in the back hallway on which my family can hang scarves, hats, gloves. Boots also are put into this. They never have to look for them. They just remove the boots and put on house slippers. This keeps the kitchen floor cleaner."





"We pay our children to wash breakfast dishes, make their beds, sweep porches and walks, pick up after themselves, bring in clothes, sweep the kitchen, run errands, cook certain dishes, put all articles to be mended on the table by the sewing machine . . . buttons are their responsibility."



"We have four children in our home...3 boys and 1 girl...all under 12 years of age. I have a chart made of wood with the name of each member of the family printed on it . . . also one named 'family'. Beside each name are 3 hooks screwed in under the top headings: 'Things To Do' . . . 'Things Being Done' (for longer jobs) . . . then 'Things Finished'. Each day tags are placed on 'Things To Do', and by night will be on 'Things Finished'."



"I think I am very fortunate in having a husband whose hobby is 'Marketing'. It saves me a lot of precious time and that is a life-saver . . . as I need only cook what he brings and likes."



"I have been married 23 years and have always worked outside the home . . . combining business career and homemaking. I couldn't have done it without the 50-50 cooperation of my husband. To mention one of the many things with which he helps me: Meal-Planning. And why should the everyday planning of meals be left to the woman day in and day out? The man should help. The matter of food is as much a man's job as a woman's."



"My husband always does the heavy work . . . such as opening fruit jars, carrying the vacuum cleaner and wash basket, etc. upstairs and down, etc."

"On busy days we serve our meals 'kitchen buffet' style . . . each one in the family helping himself from cooking dishes on stove or on kitchen table. After the meal, each one carries his own dishes to the sink, scrapes, rinses and stacks them."

"My husband keeps the cellar clean. Whenever there is shoveling to do, he and the children attend to that. The children take care of their own rooms, and are required to keep their clothes hung up and soiled ones put in the hamper. They do much of the dry mopping of floors, wiping stairs and dusting. The boys keep their father's boots shined every morning. The children are paid 25c a week. They do not do the work begrudgingly or complainingly. They are happy in feeling they are helping father and mother and doing their daily share."



"We find that by everyone working together at our house we are sooner ready for hours of fun together."



# DO YOU AVOID PREVENTABLE FATIGUE?

- ♥ Take an hour or so of rest once a day if possible.
- ♥ Also take short periods of rest frequently, a habit recommended by health specialists.

..... for example .....

If you begin to feel tired, lie down on the floor on your back, put your hands above your head, close your eyes and just relax for 3 to 5 minutes.



If you have just a moment, sit down, put your feet up on a chair, close your eyes, and relax all your muscles. Let your arms and hands fall limp and your head nod.

- ♥ Get outdoors every day. If you haven't time for a walk, go out in the yard feeding the birds. Or if you have a garden, spend a little while there.
- ♥ Don't bend over to do a task if you can do it standing erect. Bending requires 43% more energy than standing.



..... for example .....

Use a long-handled dust pan and dust mop instead of short-handled ones. They require no stooping.



Have sink, work tables, counter tops and other working surfaces a height that does not put you in a strained position as you stand or sit at your work.



Adjustments can often be easily made. *For example:* if your dishpan is too low, set it on a block of wood or on a little wooden box in the sink.

- ♥ Alternate sitting down tasks and standing up tasks. Don't be on your feet too long at one time. *For example:* alternate cleaning woodwork and sweeping with mending and silver polishing.
- ♥ Wear comfortable clothes and shoes.
- ♥ Eat proper food for health and vitality.
- ♥ If still constantly tired and depressed, have a medical check-up.
- ♥ Think of pleasant things while working. Do "head work" while dusting and sweeping. Plan the family recreation, the garden, or think about a book while doing dishes or ironing. Perform each task "with love" . . . keeping in mind the one or ones to benefit by it.

# **DO YOU GET RELIEF FOR BERSPECTIVE ... FOR STIMULUS ... FOR REFRESHMENT OF SPIRIT?**

- ♥ Follow the business plan of getting away from your job regularly. It will stimulate and refresh you . . . and will help you to "count your blessings".
- ♥ Looking at your problems from a distance will help you see solutions.
- ♥ Remember that "recreation" means "re-create" . . . for enthusiasm and courage.

## **"Getting Away From It All Occasionally Gives A New Lease On Life," Say Home Legion Members**



"One afternoon a week I use for myself. If I can find anyone to take care of the baby, I may go to Boston shopping or to a movie. How refreshed I feel when I return home. And how good home and baby look to me!"



"I take an hour or so while my child is napping to do something entirely different, refreshing and relaxing. I don't stay in the kitchen. I sit in the living room . . . listening to a gay radio program . . . knit . . . write . . . read. I am then ready to go back to my housekeeping tasks with renewed vigor."



"One afternoon a week I use in pursuing one of my hobbies (of which I have several). One week I go 'antiquing'. Another week if the weather is nice I take my telescope and go out to study birds . . . trailing them through the woods. Away from home I get a clear view of my problems."



"For relaxing benefits and for pleasant experiences I find that nothing can equal gardening."

"I leave my husband alone with the children occasionally. It makes him realize how much a wife does . . . in caring for home and children."

"If I feel down in the dumps, I clean myself up as if I were going out . . . make-up, earrings, perfume. Then I read a good book or look through some new glamor magazines . . . and have myself a cup of tea in front of the crackling fire on the hearth. The change refreshes me completely."

"Occasional change of scenery helps me to overcome restlessness. Even an afternoon of window-shopping in town is a relief from staying home all the time."

# DESIGN FOR HAPPINESS

Love and Affection  
Good Food      Self-Expression  
Pleasant Surroundings  
Spiritual Force or Faith

♥ These are the five fundamental needs to be happy. Include them in your life's pattern . . . and you will build a true and lasting happiness for yourself and your dear ones.

## Home Legion Members Share Special Joys In Homemaking



"When I wash dishes, I see jewels in the soap bubbles in the dishpan."

"We celebrate birthdays at our house by having a festive dinner . . . with our best dishes and silver, candlelight, and the favorite menu of the one whose birthday it is."

"My neighbors and I make a party of every bit of work we can. We have darning bees, canning bees, at each others' homes. I've even gone to a 'weeding party' when a neighbor returned from a summer vacation and found her berry patch overrun with weeds."



"I take the children outdoors with me for recreation every day I can. In summer, we go to the park, for a hike in the woods, or picking flowers in the meadow. In the winter, we play in the snow."

"I belong both to a kindergarten mothers' club and a P. T. A. group. I find both educational and fun."

"I always try to have the children clean, my house a shining palace, and myself as radiant as possible when my husband comes home at night."



"I keep a full cookie jar to treat the children's friends."

"We live within our means. No debts to worry us!"

"My kitchen radio has made it possible for me to enjoy many a grand opera while baking breads and pies and cookies."





"What is more beautiful than a line of fresh clean clothes... their snowy whites and clear fresh colors against the blue and white of the sky and the bright green of the grass! I always revel in this when hanging up the clothes."

"It is the little things that make for happiness. Like my little boy says, 'Mother, I like hearing you dry and put the silver away. It sounds like home.'"

"We have found a church home...and make it a family affair."

"We all work toward creating a warm, happy atmosphere in our home. Good furniture and cleanliness are not enough."

"My neighbors and I who have no help have arranged a 'baby pool'. In this way we can take turns getting away occasionally and still be sure that our babies are being well cared for."

"We have made our home a center for entertainment... with record player, radio, pool table, dart board, a work shop for the boys, a sewing corner for the girls. And always good food! No worries about where the children are nights."

"In our family, we do not only admire each other... but we tell each other so."

"When I buy oranges at the store, I take away with me not only the oranges but also a beautiful picture of an orange grove on a sunlit hill in California... I can even feel the warm sunshine and see the shiny green of the waxy leaves of the trees and hear the Mexicans singing at their work as they gather the golden fruit."

"I keep in mind the words of Schumann Heink who said, 'It isn't alone the physical comforts or the way the house is kept, but the spirit of those within the house that makes a real home.'"

"My son in Burma writes that he often thinks of how mother used to surprise him and his playmates with cocoa or lemonade... and how she never seemed too tired to do things for them."

"I can't afford to travel much. But I take many trips in fancy by belonging to a travel club. Our meetings are planned to feature different countries, states, etc. Several make a study of the evening's subject and then conduct the meeting together. At the end, light refreshments typical of the country or state under discussion are served."

"My neighbors and I carry on a book exchange... each family purchasing just one book at a time and trading until all are read. The books are recommended by our librarian."

"I grow beautiful and unusual plants in the house. I even have a lemon and an orange tree."



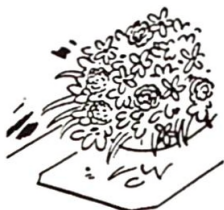
"I indulge in hobbies of the mind while working: planning a lovely new wardrobe, interior decoration, landscape gardening. I plan right down to the last accessory, wall paper design and shrub."



"I acquire the latest in time and labor-saving equipment as fast as I can. Economizing is done in other directions."

"I have compiled a recipe book of my own, which is loose leaf and is indexed. Each recipe has been used in my kitchen and accepted by the family before it is placed in the book. The name of the person who gave me the recipe . . . and the date . . . are included."

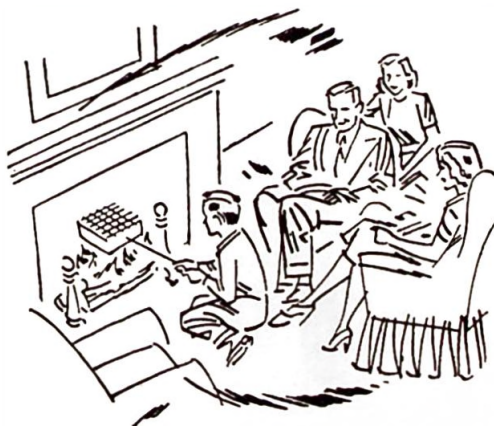
"In a little notebook called 'My Kitchen Guide', I keep all sorts of short-cuts from friends and radio."



"Flowers for the Family Table. In the wintertime, I have an oblong flower bowl in which I plant three begonias which grow short and thick with waxy green leaves and rose-pink flowers. A continued blooming beauty all winter. In summer, I have roses, sweetpeas or carnations from my own garden."

"I have found that pretending you are having company several days a week and making out a schedule the day before is a help in efficiently preparing glamorous meals for my family."

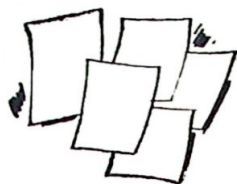
"The fireplace in our library is kept going almost all winter long. The children dash in after school to warm their nippy toes there. They pop corn and play games in front of it. They practice their music lessons in the same room, or curl up in a deep chair to read. My husband and I enjoy after-dinner coffee before the fire together even when we are alone . . . and guests, too, enjoy the cheerful blaze. A sick child is kept warm on a couch before the fire. Sometimes in especially cold weather, we have dinner on trays there, too. I often think that if I were to name one particular ingredient to draw a family closer together, I would say 'a fireplace'."



"Houses are built of brick and stone;  
But homes are made of love alone."



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